



CALL FOR PRESENTATIONS

Call for Presentations portal: <https://www.surveymonkey.com/r/FRM18CFP>

Submission deadline: Wednesday, July 12, 2017 at 11:59 pm EDT

Submission notification: Submitters will be notified no later than September 2017

Fire-Rescue Med is the premier annual conference, trade show, gathering and networking opportunity for EMS Leaders. While organized, and sponsored by the International Association of Fire Chiefs EMS Section, FRM is attended by fire-based, independent and commercial service EMS Leaders as well as medical directors, chief officers, quality improvement leaders, and government officials.

Following two days of preconference workshops, the opening day is comprised of morning and afternoon General Sessions, each with three, 45-minute dynamic presentations on contemporary, state of the art topics applicable to every EMS Leader. These include management and leadership topics, innovations and unique department success stories, cutting-edge technologies and other need to know topics of general interest. Tuesday breakout sessions are focused presentations covering specialized topics such as billing, legal issues, fleet management, purchasing, human resources, charting and communications technology. **Each 60 minute breakout session is repeated once.** Wednesday's closing general session features 10-min speed sessions covering the most notable department EMS innovations.

Submission Types

Individuals may submit topics to be considered as either a 45-minute session for inclusion in the opening General Session, 60-minute session for inclusion in the Tuesday breakout sessions or a 10-minute speed session on Innovations in EMS presented at the closing General Session.

Proposal Evaluation and Selection

The EMS Section's Planning Committee will review all submissions and select sessions based on relevance, timeliness of the content, and the qualifications of the presenter. Proposals that contain grammatical errors or are poorly written will be scored lower.

Benefits of Presenting

The EMS Section appreciates the value that each presenter's expertise, background, and experience bring to Fire-Rescue Med. As a token of that appreciation the following benefits will be provided to selected presenters of

45 and 60-minute presentations*:

- Complimentary Fire-Rescue Med 2018 conference registration (a \$450 value).
- Hotel reimbursement to include: One-nights lodging, if presenter wishes to stay additional nights, it will be on own payment.

**Complimentary registration, and hotel reimbursement is limited to a maximum of one (1) presenter per session. Complimentary registration and hotel reimbursement is non-transferable and applies to FRM presenters only.*

10-minute EMS Innovation presentations*:

- Complimentary Fire-Rescue Med 2018 registration* (a \$450 value).

**Complimentary registration is limited to a maximum of one (1) presenter per session. Complimentary registration is non-transferable and applies to FRM presenters only.*

Speaker Sponsorship Opportunity

A limited number of speaker sponsorships will be available. If your submission is accepted for presentation at the 2018 FRM Conference, and you determine travel expenses will inhibit your ability to participate, please contact Leanne Shroeder at Lshroeder@iafc.org to apply for a speaker sponsorship. Funds will be granted to speakers based upon availability, need and the speaker's presentation contribution.

Submission Instructions

- Submissions will only be accepted [online](#). Faxed, emailed, or mailed forms will NOT be considered.
- Submission of a proposal does not guarantee participation in FRM 2018.
- Presenters may only submit a MAXIMUM of five (5) submissions per presenter. Submissions submitted beyond that amount will not be considered.
- Individuals must complete the submission process in its entirety. Incomplete submissions will not be considered.
- If the submission is selected, the IAFC reserves the right to revise program titles and edit the program description for promotional materials associated with FRM.

Instructions:

- 1. Log into the Call for Presentations portal:** <https://www.surveymonkey.com/r/FRM18CFP>
- 2. Enter Your Contact Information**
- 3. Enter Presentation Details**
 - A. Presentation title
 - B. Select the proposed duration for the session.
 - C. Enter the presentation summary abstract (700 characters or less).
 - If selected, this description will be used in marketing materials and attendee guides. This description should "sell" your session in the most concise and creative way.
 - D. Enter a detailed presentation summary to include purpose, methodology, relevance, and attendee take-aways (5000 character maximum).
 - E. Enter at least three (3) learning objectives for the session.
 - F. Indicate what adult learning techniques and interactivity you will employ during your session.
 - G. Indicate whether or not the material covered by your proposal was presented in 2017 and at what venue.
 - H. Indicate whether or not the material covered by your proposal will be presented elsewhere in 2018 and at what venue.
- 4. Add Presenters**

- A. Enter the names and contact information for all presenters. Reminder: Only (1) presenter will be eligible for compensation.
- First Name
 - Last Name
 - Organization/Department/Company
 - Title
 - Address 1
 - City
 - State/Province
 - ZIP/Postal Code
 - Country
 - Mobile Telephone
 - Email Address
 - Profile/Biographical Statement

You will be able to edit your submission until the closing date, July 12, 2017. After closing, submissions will no longer be accessible.

Fire-Rescue Med is the premier leadership conference for Fire Based EMS leaders, and we look forward to receiving your submission! Visit the conference website at www.iafc.org/frm.